

## SCHEDULE - JOB DESCRIPTION

### COMMUNITY DEVELOPMENT WORKER - MASCULINITIES

|                        |   |
|------------------------|---|
| <b>Position Title:</b> | Community Development Worker – Masculinities (CDWM), Shama Ethnic Women’s Trust |
| <b>Position Term:</b>  | Part time / 20 hours per week / 6 months  |
| <b>Responsible to:</b> | Manager, Shama Ethnic Women’s Trust   |

#### General Description

- 1.1 The CDWM will be responsible for the national development and networking of existing ethnic men’s networks and existing healthy masculinity work in Aotearoa New Zealand, and healthy masculinity conversations for Shama. This will require practiced community development skills, a strong understanding of what healthy ethnic masculinities can encompass and the ability to listen, network, analyse, challenge and produce healthy conversation for and with ethnic men.
- 1.2 The CDWM will work alongside other violence prevention practitioners in Shama, and other community development workers to initiate and develop networks with men. Existing networks may include violence prevention networks, as well as groups for ethnic men to connect around belonging (eg Islamic Men’s groups); social connections (eg ethnic men’s sport); political organizing (eg campaigns around ethnic worker’s rights) or any other network.
- 1.3 As this role is about developing this space, the CDWM must have good project management skills and excellent ability to develop and communicate a vision for healthy masculinity.
- 1.4 The CDWM will hold community conversations with ethnic men about topics we know prevent sexual violence, including what healthy masculinity means, attitudes towards women and children and experiences of marginalisation in Aotearoa.
- 1.5 The CDWN will have a commitment to gender equality, as well as recognizing there are diverse ways to ‘be a man’. This role will be intersectional in its approach, to include the experiences

of disabled ethnic men, Rainbow ethnic men, and men from diverse ethnic and faith backgrounds.

**1.6** This position will also evaluate the work as it rolls out, in order to better understand what works and what doesn't, within this space.

**1.7** This role requires the CDWM to travel nationally and can be based anywhere.

**1.8 Functional Relationships**

**1.9** The CDWM reports to the Community Development Manager and has working relationships with key stakeholders:

- Violence prevention staff within Shama
- Community development staff within Shama
- Other Shama Staff, Contractors and Volunteers
- Ethnic community organisations nationally
- Men's networks in Aotearoa New Zealand

Other agencies including (but not limited to):

- Organisations attached to the Multicultural Federation
- Red Cross Refugee Services
- English Language Partners
- Refugee Forum
- Gandhi Nivas
- Ethnic Liaison officers
- Child, Youth and Family
- TOAH-NNEST
- White Ribbon
- It's Not Okay
- Tauawhi Men's Centre

**1.10** The CDWM relates to these organisations in order to develop networks and conversations with ethnic men interested in preventing violence and developing healthy masculinity. The list of key stakeholders is flexible and liable to change.

**Person Specification**

**1.11** Understands the experience of ethnic people from a range of backgrounds living in New Zealand

- 1.12 High standard of verbal and written communications ability, including the ability to present information to groups of people
- 1.13 A strong analysis of gendered violence and a clear understanding of the ways that this might present in ethnic communities
- 1.14 A strong self awareness and commitment to gender equality, including in communication styles
- 1.15 An ability to work well with people of multiple genders, including women.
- 1.16 Experience using multiple communications tools, including social media channels, Zoom and email.
- 1.17 Has the necessary immigration status and documentation to work in New Zealand.
- 1.18 Understanding of social service delivery with ethnic communities.
- 1.19 Is able to advocate for issues facing ethnic survivors of sexual violence.
- 1.20 Understands and values cultural difference.
- 1.21 Is self-motivated.
- 1.22 Understands how community and not for profit organisations operate.
- 1.23 Is able to support programme planning and lead programme implementation.
- 1.24 Is able to prioritise competing demands so that deadlines are met.
- 1.25 Is experienced in working with people from a wide range of cultural backgrounds.
- 1.26 Has well developed interpersonal skills.
- 1.27 Has computer skills, including word processing, presentation and spreadsheet packages.
- 1.28 Ability to speak 1 or 2 ethnic languages will be an advantage.
- 1.29 Can undertake such duties as may be required from time to time that are reasonably assigned to them, having regard to skills, training and safety.
- 1.30 Will undertake at all times to act in the best interests of Shama and communities attached to Shama

1.31 Will demonstrate a high level of work productivity, exhibit self-starting, a commitment to reduce unproductive time, take initiative and display leadership in getting on with the job.

1.32 Will liaise with everyone in an ethical way and represent Shama in a professional and positive manner.

1.33 Will support, demonstrate loyalty, and promote Shama

1.34 Will constantly endeavour to improve customer service, productivity and efficiency.

1.35 Will demonstrate total commitment to safety and safety leadership.

| <b><i>Key Accountabilities</i></b>   | <b><i>Standards/Achievements</i></b>  |
|--|---|
| <b>To scope the six month project</b>  | <ul style="list-style-type: none"> <li>● A fully scoped project document with timelines is developed in the first two weeks of the position.</li> <li>● Staff working in prevention associated positions within the organisation have had the chance to have input into the project scope and are able to understand how the project links to existing workstreams in Shama</li> </ul>                            |
| <b>Develop a stocktake of existing ethnic men's networks in Aotearoa New Zealand</b> | <ul style="list-style-type: none"> <li>● Connections are created with ethnic men across Aotearoa New Zealand in order to create a stocktake of networks, both formal and informal.</li> <li>● Accurate information is kept, including names, contact information and brief information about the nature of the networks</li> <li>● Data is presented in a way that is accessible for other Shama staff</li> </ul> |
| <b>Facilitate community conversations with ethnic men's networks</b>                 | <ul style="list-style-type: none"> <li>● At least 10 community conversations with ethnic men are facilitated along the lines of 'Let's Talk', including topics such as (but not limited to)               <ul style="list-style-type: none"> <li>○ Let's talk about healthy masculinity</li> <li>○ Let's talk about sex</li> </ul> </li> </ul>  |

|   |   |
|---|---|
|   | <ul style="list-style-type: none"> <li>○ Let's talk about attitudes to women</li> <li>○ Let's talk about marriage / dating</li> <li>○ Let's talk about Rainbow identities</li> <li>○ Let's talk about being new in New Zealand</li> <li>○ Let's talk about raising children</li> <li>○ Let's talk about how we intervene in other men's behaviour if it supports violence</li> <li>● Evaluative data about the conversations is collected and maintained, so that this work can be considered, analysed and understood more deeply</li> </ul> |
| <p><b>Increase the visibility of ethnic men in other healthy masculinities work in Aotearoa New Zealand</b></p> | <ul style="list-style-type: none"> <li>● Connections are developed with existing healthy masculinities workforces in Aotearoa New Zealand in order to raise the profile of these among ethnic men, and to provide ethnic visibility in this work</li> <li>● Identify common positives views across ethnic men that align with values around healthy masculinity</li> </ul>  |
| <p><b>Connect with other Shama prevention work</b></p>  | <ul style="list-style-type: none"> <li>● Connections are made with other Shama prevention work, <ul style="list-style-type: none"> <li>○ The promotion of Let's Talk videos at community meetings</li> <li>○ The delivery of prevention workshops is promoted and supported,</li> <li>○ The development of the Healthy Relationships programme is supported with consultation and discussion</li> <li>○ The delivery of Positive Parenting courses is promoted and supported</li> </ul> </li> </ul>   |
| <p><b>Administration</b></p>  | <ul style="list-style-type: none"> <li>▪ All information gathered is stored correctly and is available for collation.</li> <li>▪ Systems are set up to maintain methods and procedures for record keeping and these systems are adhered to.</li> <li>▪ All files and data are correctly maintained.</li> <li>▪ A commitment of respect for individual views and choices is demonstrated and the philosophy of Shama is consistently upheld.</li> </ul>  |

|   |  |
|---|--|
| <b>Professional relationships</b>             | <ul style="list-style-type: none"> <li>● Positive working relationships are developed by ensuring respectful communication, mutual trust, privacy and confidentiality.</li> <li>● Communication is accurate and timely.</li> <li>● A professional relationship is maintained with advocates, organisations, agencies and service providers.</li> </ul> |
| <b>Communication and interpersonal skills</b> | <ul style="list-style-type: none"> <li>● Engagement is conducted with sound judgement, negotiation and persuasiveness skills towards facilitating outcomes.</li> </ul>   |
| <b>Professionalism</b>                        | <ul style="list-style-type: none"> <li>● Professional standards of practice are maintained in accordance with policies and procedures of Shama.</li> <li>● Ethical guidelines and professional standards are met.</li> </ul>   |